

INVITATION FOR BIDS
ON LEASE OF COUNTY PROPERTY

NOTICE is hereby given, pursuant to Section 125.35, Florida Statutes, that Leon County will be receiving sealed Bid Forms at the offices of the **Leon County Purchasing Division**, 2284 Miccosukee Road, Tallahassee, FL 32308, for the leasing of one or more suites located at Huntington Oaks Plaza, 3840 N Monroe Street, Tallahassee, FL 32303.

The suites available for lease are identified as follows:

- Suite 101: contains approximately 900 Rentable Square Feet.
- Suite 102: contains approximately 1,616 Rentable Square Feet.
- Suite 103: contains approximately 3,180 Rentable Square Feet.
- Suite 200: contains approximately 9,000 Rentable Square Feet.

THE INITIAL DEADLINE FOR DELIVERING THE SEALED BID FORM IS WEDNESDAY, APRIL 28, 2010 AT 2:00 P.M. ANY BID FORM DELIVERED AFTER THE DEADLINE WILL BE RETURNED UNOPENED.

THIS INVITATION FOR BIDS SHALL REMAIN OPEN UNTIL THE LEASABLE SPACES ARE FILLED, UNLESS OTHERWISE CANCELLED BY THE COUNTY IN ITS SOLE DISCRETION. FOLLOWING THE INITIAL BID DEADLINE, SEALED BID FORMS MAY CONTINUE TO BE SUBMITTED TO THE OFFICES OF LEON COUNTY PURCHASING DIVISION, 2284 MICCOSUKEE ROAD, TALLAHASSEE, FL 32308 FOR ALL SPACES NOT AWARDED A LEASE PURSUANT TO THE INITIAL INVITATION FOR BIDS. ONCE A BID FORM IS RECEIVED FOR A SPACE THAT CONTINUES TO BE AVAILABLE, A DEADLINE FOR RECEIPT OF FINAL BIDS FOR SAID SPACE SHALL BE POSTED ON THE COUNTY'S WEBSITE AT www.leoncountyfl.gov/purchasing/plan&specs/index.asp WHICH DEADLINE SHALL PROVIDE AT LEAST TWO (2) BUSINESS DAY'S PRIOR NOTICE.

BIDDERS BE ADVISED that Leon County is specifically seeking bids that are based on the following criteria for individual and separate leases:

1. Intended use of the space to be leased.
2. Desired Term of the Lease (minimum of twelve months).
3. Proposed Rental Rate offered by Bidder, including annual escalations.
4. Tenant Improvement Allowance requested by Bidder.
5. Credit Worthiness of Bidder.

Leon County is seeking the highest and best bidder for lease(s) at the Huntington Oaks Plaza. Leon County reserves the right to accept or reject any and/or all Bid Forms in the best interest of the County.

The formal bid package, known as the Instructions to Bidders (ITB), may be obtained from and any inquiries are to be directed to:

Laura Billberry, CCIM, RPA
Florida Licensed Realtor
TALCOR Commercial Real Estate Services
1018 Thomasville Road, Suite 200A
Tallahassee, FL 32303
Phone: (850)224-2300
Fax: (850)425-1114
Email: lbillberry@talcort.com

Or

Via the Internet at www.leoncountyfl.gov/purchasing/plan&specs/index.asp

/s/ Bob Rackleff
Chairman, Board of County Commissioners
Leon County, Florida

/s/ Bob Inzer
Clerk of Circuit Court
Leon County, Florida

NOTE: To be advertised on Monday, April 12, 2010 and Monday, April 19, 2010.